FINANCIAL ASSISTANCE (Full Time Undergraduate Programme)

Supporting Documents

Schemes: Bursary, Study Loan

<table>
<thead>
<tr>
<th>DOCUMENTS REQUIRED</th>
<th>Loans</th>
<th>Non-Loan Only</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicant</strong></td>
<td>Application Form</td>
<td>Application Form</td>
</tr>
<tr>
<td></td>
<td>FCFS Form</td>
<td>FCFS Form</td>
</tr>
<tr>
<td></td>
<td>Copy of NRIC (for Singaporean / SPR student) OR Copy of Passport (for International student) (must be clear copy)</td>
<td></td>
</tr>
<tr>
<td><strong>Parents or Guardian</strong></td>
<td>Income Document 4</td>
<td>Income Document 2, 4</td>
</tr>
<tr>
<td></td>
<td>Divorce / Separation / Death Certification 3</td>
<td>Divorce / Separation / Death Certification 3</td>
</tr>
<tr>
<td><strong>Siblings staying in the same household</strong></td>
<td>ID Document 1 (may cover or blank-off the NRIC number)</td>
<td>ID Document 1 (may cover or blank-off the NRIC number)</td>
</tr>
<tr>
<td></td>
<td>Income Document 2</td>
<td>Income Document 2</td>
</tr>
<tr>
<td><strong>Other relatives staying in the same household</strong></td>
<td>ID Document 1 (may cover or blank-off the NRIC number)</td>
<td>Income Document 2</td>
</tr>
<tr>
<td></td>
<td>Income Document 2</td>
<td>Income Document 2</td>
</tr>
<tr>
<td><strong>For married applicant</strong></td>
<td>ID Document 1 (may cover or blank-off the NRIC number)</td>
<td>ID Document 1 (may cover or blank-off the NRIC number)</td>
</tr>
<tr>
<td><strong>Spouse</strong></td>
<td>Income Document 2</td>
<td>Income Document 2</td>
</tr>
<tr>
<td><strong>Children (if any)</strong></td>
<td>ID Document 1 (must be clear copy)</td>
<td>Income Document 2</td>
</tr>
<tr>
<td><strong>For loans application</strong></td>
<td>ID Document 1</td>
<td>Not Applicable</td>
</tr>
<tr>
<td><strong>Guarantor</strong></td>
<td>ID Document 2</td>
<td>Income Document 2</td>
</tr>
</tbody>
</table>

Notes:

1. ID Document
   - NRIC (front and back) OR Birth Certificate OR 11B OR valid Passport (Pls ensure copy is clear)

2. Income Document
   - Employed
     - Latest Payslip dated not more than 3 mths back @ OR Income Tax Notice of Assessment for year of assessment 2018 OR Letter from employer indicating latest income
   - Self-employed
     - Income Tax Notice of Assessment for year of assessment 2018 (If tax doc not available: Provide both Self-declaration form* + CPF Transaction/Contribution History showing past 6 months transactions*)
   - Unemployed / Housewife / Retiree / Unemployed part-time student
     - Both Self-declaration form* + CPF Transaction/Contribution History showing past 6 months transactions* OR Retirement letter (For Grandparents aged 65 and above, submit only the Self Declaration Form. CPF doc is not required.)
   - Full Time Tertiary Student aged 25 & above
     - Document showing full-time status (e.g. Admission offer letter OR Certification Letter from school)
   - Full Time Tertiary Student aged 24 & below
     - Student card OR Admission offer letter
   - Pending enlistment / Enrolling into tertiary institution (aged 21 & below)
     - Self-declaration form* OR Enlistment letter OR Admission offer letter
   - Student aged 18 & below
     - No income doc required. Only ID doc is required.
   - NS (FullTime)
     - 11B OR Enlistment letter
   - Full Time Tertiary Student aged 25 & above
     - Document showing full-time status (e.g. Admission offer letter OR Certification Letter from school)
   - Full Time Tertiary Student aged 24 & below
     - Student card OR Admission offer letter
   - Pending enlistment / Enrolling into tertiary institution (aged 21 & below)
     - Self-declaration form* OR Enlistment letter OR Admission offer letter
   - Student aged 18 & below
     - No income doc required. Only ID doc is required.
   - NS (FullTime)
     - 11B OR Enlistment letter

Note:
@ Pay slip or Employer letter must NOT be dated more than 3 mths back (e.g. if submitting docs in Jan 2019, document to be dated EITHER Nov 2018 OR Dec 2018 OR Jan 2019.

(If income fluctuates month to month, it would be advisable to provide payslips for a few months - recent past 3 consecutive months.)
* CPF Transaction/Contribution History is only applicable to Singaporeans and Singapore Permanent Residents.

3. If parents are either divorced, separated or deceased
   - Divorce or Separation document
   - Copy of Income document is required if staying in the same household. Income document is not required if he/she is not staying in the same household
   - Death certificate

4. For married applicant
   - No income document is required if the parents are not staying with applicant
   - No income document is required if spouse is divorced/separated and he/she is not staying with applicant.

Jan 2019
SELF DECLARATION FORM

I, ________________________________ (family member’s/relative’s name), Identity Card/Passport No. __________________________ declare that I am:

- self-employed as a ________________________________ (occupation)
- unemployed
- housewife
- retiree

I am:  
- drawing a gross monthly income of S$ _________
- not drawing any income

I am the father/mother/spouse/sibling/relative* of student ______________________________.

(NTU student’s name)

______________________________ _____________
Signature of family member/relative         Date

*delete accordingly

This form is for use by family members/relatives who are either self-employed, unemployed, housewife or retirees. (This form is not applicable for employed family members/relatives.)

- For a family member/relative who is a Singaporean or SPR, in addition to this Self Declaration Form, please also provide the latest copy of CPF Transaction History* showing past 6 months transactions.

  CPF Transaction History: The latest Transaction must not be more than 2 months old (e.g. if submitting application in Jan 2019, statement to capture transactions from EITHER Jun2018 to Nov2018 OR Aug2018 to Jan2019).

- One self-declaration form per family member/relative. Please make more copies if needed.

Jan2019